

61-014- Directors Office



# COUNTY OF LOS ANGELES DEPARTMENT OF CHILDREN AND FAMILY SERVICES

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Director

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February 21, 2001

To: Supervisor Michael D. Antonovich, Mayor  
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From:   
Anita M. Bock  
Director

## RESPONSE TO CHILDREN'S SERVICES INSPECTOR GENERAL'S RECOMMENDATION OF DECEMBER 7, 2000

Pursuant to your Board's order of January 7, 1997, I am responding to the following recommendation of the Children's Services Inspector General:

### Inspector General Background Statement

Social Workers appear to be unaware of, or do not understand, DCFS policy regarding pool safety. As a result, children are put at risk when placed in homes with inadequately fenced pools and spas. This problem is of particular concern for children living with extended family members, because unlike well established State regulations addressing the issue for foster care providers, DCFS policy presently represents the only recognized authority requiring properly protected pools for relative placements.

1. DCFS should reinforce policy and provide information to staff regarding pool safety standards to ensure requirements are known and understood (CSIG # 605).

### Response

DCFS agrees that every procedure or setting which maximizes the child's safety and well-being should be explored, assessed and implemented. Procedures now exist outlining pool safety standards for caregivers (Attachment I).

A For Your Information (FYI) bulletin has been prepared and distributed in order to highlight and remind staff of this significant risk assessment element (Attachment II).

Status: Completed

### **Inspector General Background Statement**

DCFS policies intended to ensure the safety of children should be enforced when children are permitted to reside out of state. All home studies prepared by out of state agencies should be reviewed for safety concerns, and DCFS should not recommend placement without ensuring that identified problems are appropriately remedied. In this process, DCFS can not assume that the out of state protective services agencies have safety policies consistent with those required by Los Angeles County. DCFS should also provide direction to staff regarding their responsibilities and authority when placing a child out of state pursuant to the Interstate Compact on the Placement of Children (ICPC).

- 2. DCFS should mandate that its present placement policies regarding home safety are applicable to out of state placements (CSIG # 538).**

### **Response**

DCFS agrees that communication between CSWs and out of state agencies can be crucial in terms of obtaining a comprehensive assessment of risk to all children in the family. Policy/procedures now exist for out of state placements and Interstate Compact on the Placement of Children (ICPC) requirements for caregivers (Attachment III).

Additionally, DCFS has a criminal records check policy and a checklist of eighteen safety points including the presence of weapons in the home and their storage (Attachment IV). DCFS will now include copies of the DCFS 163 (Home Assessment for DCFS Certified License Pending) in all home study request packets to the receiving state.

This will assure that the receiving state has knowledge of DCFS policies and safety requirements to safeguard our children in out state placements.

In addition, these policies have been reinforced by a For Your Information (FYI) bulletin (Attachment V) in order to highlight and remind staff of this significant risk assessment element.

Status: Completed

**Inspector General Background Statement**

Although the ICPC Home Evaluation recommended placement, the body of the report discussed the improper storage of the caretaker's handgun. Despite this information, DCFS recommended to the Court that the children be placed in the residence.

- 3. DCFS should be ordered to investigate the failure to address and remedy the improper storage of the caretaker's weapon prior to recommending placement (CSIG # 538).**

**Response**

The Department agrees with this recommendation and, to that end, the Department of Children and Family Services has initiated an investigation as to whether the worker failed to thoroughly investigate an out of state placement. Specific areas to be assessed include, but are not limited to, the decision to recommend to the court placement in an out of state placement when the report discussed the improper storage of the caretaker's hand gun. If indicated by the results of the investigation, appropriate disciplinary action will be effected.

Status: In progress:

Target date for completion: March 30, 2001

Please do not hesitate to call me if you have any questions, or your staff may contact Diane Weissburg at (213) 351-6451.

AMB:RD:dw

Attachments

c: Chief Administrative Officer  
Office of the Children's Services Inspector General

## 0100-520.20

## RELATIVE CAREGIVER: INSPECTING THE PHYSICAL STRUCTURE OF A RELATIVE'S HOME FOR HEALTH, FIRE AND SAFETY HAZARDS

<b>ISSUE DATE:</b>	06/1/2000
<b>APPLICABLE TO:</b>	All Case-Carrying CSWs, Their SCSWs, ARAs and RAs
<b>DOCUMENTS:</b>	CS-Out-of-Home Care Information (CS-OHCINF) Contact Notebook
<b>FORMS:</b>	<b>DCFS 250</b> , Equipment Request <b>DCFS 443</b> , Contact Letter for a Potential Relative Caregiver <b>DCFS 708</b> , Child Placement Needs Assessment Special Payment Request
<b>Supersedes and Cancels:</b>	PG # 0100-520.20, Relative Caregiver: Inspecting the Physical Structure of a Relative's Home for Health, Fire and Safety Hazards, dated 3/24/97

Placement shall, if possible, be made in the home of a relative in which the child can safely reside. However, even though a relative is available and appears to be suitable, a child is not automatically allowed to reside in the relative's home without an inspection of the physical structure and surrounding property of the home.

Our Department has prepared a form letter to be given to potential relative caregivers thanking them for their interest in caring for a family member. The DCFS 443, Contact Letter for Potential Relative Caregivers, alerts potential caregivers to the Department's required inspection of his/her home and property for health, fire and safety hazards. This letter can be given to a potential relative caregiver prior to the inspection of their home.

The relative's ability to provide a home that is safe is a critical factor when determining placement suitability. In addition to those specific items listed (fenced swimming pool, no electrical hazards, no unvented gas heaters, etc.), CSWs must check all areas of the home and property, including open areas (yards, playground, landscaped sections) as well as other structures on the property, such as garages, tool and storage sheds, etc.

Prior to placement of children 6 through 24 months of age in a multi-level home of a relative, CSWs shall be cognizant of the possible need for child safety gates as part of their home safety assessment. Child safety gates are required in all multi-level homes for placement of children 6 through 24 months of age *who are unable to climb or dislodge or open the gates*. A multi-level home is defined as a residence with separate floors connected by an internal stairway of two or more risers. The CSW shall supply the prospective caregivers with information regarding the purchase and availability of

acceptable child safety gates and ensure that caregivers obtain and install an acceptable child safety gate(s) if it is needed. An acceptable child safety gate must meet the American Society for Testing and Materials (ASTM) standards and carry the ASTM certification seal on its packaging. Only child safety gates that carry the ASTM certification seal on their packaging are guaranteed to comply with ASTM safety standards. If any caregiver is financially unable to provide an acceptable child safety gate, funds are available through Specialized Care Increment Assistance Payment (SCIAP). **See FYI 00-06, with the attached memo regarding Special Payment dated April 7, 1999, posted on LA KIDS.**

For children under the age of six months who reside in a multi-level home of a relative, CSWs should be mindful of the requirement that child safety gates are required in multi-level homes for children 6 through 24 months of age who are unable to climb or dislodge or open gates. CSWs shall ensure that this requirement is complied with prior to the child reaching the age of six months.

When a CSW visits a relative's home and the home is found to have a serious deficiency which would be considered by reasonable deduction a hazard to a child (e.g., a nonworking refrigerator with an attached door in the backyard), the hazard shall be corrected or SCSW approval is required prior to placing the child in the home.

**If a relative is not able to provide a home that is safe, do not place the child in that person's home.**

**A. WHEN: PRIOR TO MAKING THE PLACEMENT IN THE HOME OF A RELATIVE**

WHO	HOW
Case-Carrying CSW	<ol style="list-style-type: none"><li>1. <b>Consider</b>, but do not be limited to, the following clearance criteria:<ol style="list-style-type: none"><li>a. All bodies of water, including swimming pool, spa, etc., are not accessible to a child(ren) who is five years of age or younger or who is disabled. Pool must be fenced, spa must be covered, exterior steps or ladder removed, emptied, etc., when not in use. Adult assistance must be required to obtain access.</li></ol></li></ol>

WHO	HOW
<b>Case-Carrying CSW</b>	<ul style="list-style-type: none"> <li data-bbox="687 222 1397 407">b. Medicines, disinfectants, cleaning solutions or poisons are stored in a safe place. Medicines are in locked storage. Poisonous solutions are stored where young and/or developmentally delayed children cannot access them.</li> <li data-bbox="687 449 1397 554">c. All weapons in the home are locked away. Ammunition is stored and locked separately from firearms.</li> <li data-bbox="687 596 1397 1003">d. All stairways are in good repair and clear of debris. If the child to be placed is between 6 and 24 months of age and unable to climb or dislodge or open a child safety gate, an acceptable child safety gate must be appropriately installed and maintained on each internal stairway of two or more risers. If the caregiver needs financial assistance to purchase a child safety gate(s), <b>obtain</b> SCIAP funds for the child using the Special Payment Request form. <b>See FYI 00-06, Child Safety Gates.</b></li> <li data-bbox="687 1045 1397 1192">e. Appliances are in good repair. There are no frayed wires. Extension cords are not under carpets. There are no multiple plugs in use, or any other observable electric hazards.</li> <li data-bbox="687 1234 1397 1268">f. There is no unvented gas heater in the home.</li> <li data-bbox="687 1310 1397 1415">g. There are no accumulations of rubbish, trash, garbage, etc., or other combustible materials in or near the house.</li> <li data-bbox="687 1457 1397 1776">h. There are working smoke detectors in all hallways/exit paths from bedrooms and sleeping areas. If the lack of smoke detector(s) prevents placement of the child with the relative, smoke detectors can be obtained by contacting the DCFS Procurement Specialist, at (213) 351-7257 (emergency request only), or submit a DCFS 250 to the Procurement Section at 501 S. Shatto Place, 3<sup>rd</sup> Floor, Los Angeles, CA 90020.</li> </ul>

WHO	HOW
Case-Carrying CSW	<ul style="list-style-type: none"> <li>i. All working fireplaces are screened and in good repair.</li> <li>j. If applicable/needed, the home must have wheelchair access.</li> <li>k. If the child is under the age of four years or weighs less than 40 pounds, a car seat which meets applicable federal motor vehicle-safety standards is required (check label on package/seat to verify).</li> </ul> <p>If the child(ren) requires a car seat and neither the parent or relative caregiver is willing and/or able to provide it, <b>contact</b> the regional resource coordinator to obtain one (or more, as needed).</p> <p>2. <b>Document</b> the visit to the relative's home to check for health, fire and safety hazards in the DCFS 708 and the CWS/CMS Contact Notebook.</p>

**NOTE: THE CSW MAY PLACE CHILD(REN) WITH A RELATIVE PENDING CORRECTIVE ACTION IF THE SCSW APPROVES THE PLAN AND SIGNS THE DCFS 708 AND THE CS-OHCINF DOCUMENT IN ADVANCE. THE SITUATION REQUIRING CORRECTIVE ACTION MUST NOT PLACE THE CHILD IN IMMEDIATE DANGER.**

01-08

02/01

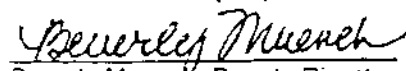
## POOL SAFETY STANDARDS

This is a reminder to CSWs that children are put at risk when placed in homes with inadequately fenced swimming pools and/or other bodies of water, including spas. This problem is of particular concern for children living with a relative, because unlike well established State licensing regulations addressing the issue for foster care providers, DCFS policy presently represents the only recognized authority requiring properly protected pools for relative placements.

Current DCFS policy states that all bodies of water, including swimming pools, spas, etc., are not to be accessible to a child who is five years of age or younger or who is disabled. Pools must be fenced and spas must be covered or emptied, when not in use. The exterior steps or ladders for pools/spas must be removed, when not in use. Adult assistance must be required to obtain access to pools and/or spas. It is critical to have an adult supervise the children at all times to ensure their safety. CSWs need to carefully inspect the physical structure of a relative's home for any health, fire and safety hazards prior to placing and/or replacing child(ren) in the home. Follow procedures outlined in Procedural Guide # 100-520.20, Relative Caregiver: Inspecting the Physical Structure of a Relative's Home For Health, Fire and Safety Hazards.

CONTACT: Geraldine Kondo (213) 351-5734

APPROVED:

  
Beverly Muend, Deputy Director



## 0100-525.10

# **INTERSTATE COMPACT ON THE PLACEMENT OF CHILDREN (ICPC)**

<b>DATE OF ISSUE:</b>	July 10, 2000
<b>APPLICABLE TO:</b>	All Case-Carrying CSWs and Their SCSWs (Excluding Adoption CSWs and Their SCSWs)
<b>DOCUMENTS:</b>	Case Plan/Case Plan Update Case Notes Contact Notebook Determination of Federal AFDC-FC Eligibility ( <b>FC 3</b> ) ICPC Financial/Medical Plan ICPC Progress Report Interstate Compact Application Request to Place Child ( <b>ICPC 100A</b> ) Interstate Compact Report on Placement Status on Child ( <b>ICPC 100B</b> )
<b>FORM:</b>	<b>DCFS 304.</b> Reduced Fare Request
<b>SUPERSEDES AND CANCELS:</b>	PG #0100-525.10, Interstate Compact on the Placement of Children (ICPC), date 12/01/99

Recent California legislation (Senate Bill 933, Chapter 311, Statutes of 1998), Family Code Section 7911.1, requires a county multidisciplinary team assessment and placement recommendation for dependents of California juvenile courts for whom an out-of-state group home placement is proposed. This legislation also requires that all out-of-state homes providing care to California children are certified according to California licensing standards. In conjunction with the implementation of these new requirements, CDSS has recentralized ICPC processing of requests for the placement of all California children into group homes in other states and of requests for placements into California group homes from other states.

**Welfare and Institution Code 16516.5 requires that all children placed in group homes shall be visited at least monthly by a DCFS CSW. This includes children placed in group homes out of state.**

**Welfare and Institution Code 16501.1 requires all children placed in an out-of-state foster home or the out-of-state home of a relative shall have visits by the CSW or a social worker in the state in which the child has been placed. This visit must be at least every 12 months and a report must be submitted to the court on each visit.**

The provisions of the ICPC shall be adhered to in cases involving placement of children into and out of the State of California. Dependent children may visit out of state for no longer than 30 days without ICPC approval. Visits shall not be extended or renewed. A visit may not be allowed to extend into a placement without ICPC approval.

All court orders that are to be submitted as supporting documents to a placement request (ICPC 100A) must be certified and signed by the court or it will not be accepted by the receiving state. If the court order is not certified regarding ICPC Rules, telephone (213) 526-6720 to obtain the court order exclusively for ICPC purposes.

Placements from one state into another require the cooperation and agreement of agencies in both states. This applies to children being sent to live with parents or relatives as well as out-of-home care placements.

The states of Illinois, Indiana, Maryland, Missouri and Ohio require the sending agency to negotiate a contract with the local school district in their state which ensures reimbursement for tuition and related educational costs for non-resident school-age children placed into the state. Neither foster care payments nor child welfare service funds may be used to meet educational costs. **There is no statutory authority in California for the payment of out-of-state costs for educating children placed through ICPC.** If there is a possibility that the court may order the placement of a school-age child in one of these states, the CSW must advise the court of the problem of educational costs.

The State of Missouri will not accept any ICPC referrals from California without a written-signed statement on official letterhead confirming the intent to comply with the ICPC. There must be individual confirmations from both the court and DCFS in which they both agree to abide by the terms of the Compact. All referrals to Missouri must contain both signed statements before the referral will be processed. See attached CSW sample of the confirmation.

Legally, neither DCFS nor the court may place a child in another state or member jurisdiction until an approved ICPC plan and home study have been received.

The sending state retains jurisdiction over the child to determine all matters of the custody, supervision, care, treatment and disposition of the child which it would have had if the child had remained in the sending state until the child is adopted, reaches majority, has legally been emancipated and is self-supporting or, **with the concurrence of the appropriate authority in the receiving state**, dependency is dismissed. Termination of jurisdiction **cannot** be recommended until approval has been obtained from the receiving state.

The sending state retains financial responsibility for a child placed out of state until jurisdiction is terminated pursuant to the ICPC.

Each Case Plan Update shall address whether the out-of-state placement continues to be the most appropriate placement selection and is in the best interest of the child.

If a child is placed out of state with a relative and is receiving welfare payments from California, the relative caregiver is responsible for meeting all requirements set forth in California regulations, including the monthly reporting requirement.

The sending state must provide the receiving state with detailed information about the child/family to allow a thorough study and decision regarding suitability and acceptance of the placement plan.

The sending state must take all necessary steps to return a child from the receiving state when and if the placement in the receiving state is disrupted.

ICPC does not apply to runaway juveniles from other member states. Normally, law enforcement and the Los Angeles County Probation Department will handle runaway juveniles. If there is reason to believe that a noncourt-involved minor is a runaway, the CSW shall call the Runaway Adolescent Program (RAP) at (323) 466-7776 regarding services for the child. The CSW is **not** to have the child call or report directly to the Runaway Adolescent Program without the CSW first consulting with the Runaway Adolescent Program.

All interstate correspondence for children placed in **family homes** must be processed and controlled by the DCFS Out-of-County Services Unit. Interstate correspondence for children placed in **group homes** must be processed and controlled by CDSS Out-of-State Placement Policy (OSPP) Unit.

In most cases, a child who will be placed out of state can travel alone, but there will be times when (s)he will need to be accompanied by an adult. The situations in which an attendant is required include, but are not limited to:

1. the child is less than eight years of age;
2. the child is severely handicapped or developmentally delayed (e.g., needs help in any area of feeding, toileting, etc.);
3. the juvenile court minute order specifies that an adult accompany the child;
4. the child is emotionally disturbed;
5. the child has a history of anti-social or runaway behavior;
6. the trip involves several children in one family, at least one of whom is less than five years of age **and** the oldest is less than 18 years of age; or
7. any situation in which the child(ren) is frightened, insecure or traumatized by recent experiences.

If the trip is by air, the child may be sent alone if the flight is non-stop, the airline will accept the responsibility, if it is confirmed that the child will be met upon arrival and the situation does not meet the criteria specified above.

The determination of who should accompany the child is a casework decision based on the needs of the child. The case-carrying CSW (or another CSW/SCSW familiar with the case situation and the child) should be the attendant when:

1. the juvenile court minute order specifies that a CSW/SCSW must accompany the child, or
2. the welfare of the child will be best assured by the CSW or another County employee as attendant.

A parent or relative should be the attendant if (s)he presents **no** danger to the child and can adequately attend to all the child's need and if (s)he is in Los Angeles at the time of the hearing or will come to Los Angeles to accompany the child.

Prior to the court hearing requesting that a parent accompany the child or relative, a background clearance must be completed on the parent/relative and the results received.

If a parent or relative is the attendant, the juvenile court minute order must specify that parent or relative. If the parent or relative is not specified, the RA or Division Chief must state, in writing, that the parent/relative has received a background clearance and is being authorized to accompany the child.

In any other situation, a DCFS-approved volunteer is to be utilized as an attendant.

Federally eligible AFDC-FC children who reside out of state receive Medicaid from the state in which they reside. Children eligible under state-only Foster Care will continue to receive Medicaid (Medi-Cal in California) from the placing state.

**There is no Social Security Number (SSN) field on any of the required ICPC forms/documents. However, the child must have a SSN for Medicaid benefits in the receiving state. Therefore, if the CSW does not have a copy of the card or the number is not on CWS/CMS, (s)he must obtain this information from the TA/EW.**

A major problem when a California state-only eligible child is placed through ICPC is that often the caregiver cannot find a doctor willing to accept Medi-Cal. The CSW shall explore this prior to the placement of the child.

Under **all** circumstances, ICPC procedures must be followed whenever a CSW considers sending a child to reside in another state.

A request for an evaluation through the Interstate Compact may be made after a detention order is received by the CSW. However, placement cannot be made until the L.A. County ICPC Liaison has received the dispositional order. The court must approve the proposed plan to place the child in another state.

#### **A. WHEN: A CHILD IS TO BE PLACED IN A FAMILY HOME OUT OF CALIFORNIA**

<b>WHO</b>	<b>HOW</b>
<b>CSW</b>	1. If the court orders a child placed in another state, bypassing ICPC:

WHO	HOW
CSW	<ol style="list-style-type: none"> <li>a) <b>contact</b> County Counsel regarding a need for a 7-day stay and <b>document</b> this contact in the Contact Notebook;</li> <li>b) after speaking with County Counsel, <b>notify</b> the child's attorney that DCFS will not be sending the child for 7 days; and,</li> <li>c) <b>complete</b> the ICPC procedures below.</li> </ol> <ol style="list-style-type: none"> <li>2. When it is anticipated that the recommendation will be for a child to be placed out of state, begin to <b>complete</b> the items specified in 3 a) and b), below.</li> <li>3. To obtain an evaluation and agreement to implement a contemplated plan, <b>within five business days of receipt of the minute order, send</b> the items specified in a) – e) below, to: <p style="margin-left: 40px;">Out-of-County Services (OCS) Unit  3075 Wilshire Blvd., 6<sup>th</sup> Floor  Los Angeles, California 90010</p> <ol style="list-style-type: none"> <li>a) a completed Interstate Compact on the Placement of Children Financial/Medical Plan document, which must include a description of the following child history: <ol style="list-style-type: none"> <li>1) physical/medical</li> <li>2) social</li> <li>3) educational</li> <li>4) emotional and psychological</li> </ol> </li> <li>b) an FC 3, Determination of Federal Eligibility (obtained from the Technical Assistant [TA]/EW via the DCFS 280);</li> <li>c) a copy of the certified and signed minute order <b>and</b> the case plan/court report; and</li> <li>d) if the receiving state is Missouri, the written signed statement confirming the intent to comply with the ICPC (see attached sample);</li> </ol> </li> </ol>

WHO	HOW
CSW	<p data-bbox="702 210 1387 325">e) a copy of the child's Social Security card or a hard-copy of the child's Client Notebook – ID page, which must contain the child's SSN.</p> <p data-bbox="702 357 1387 535"><b>NOTE:</b> The State of Missouri requires that the minute order include a statement that the court will comply with ICPC procedures specified in the California Civil Code Section 265 and applicable statutes in the receiving state.</p> <p data-bbox="702 567 1387 640"><b>NOTE:</b> The Out-of-County Services Unit has countywide CWS/CMS read/write authority.</p> <ol style="list-style-type: none"> <li data-bbox="644 672 1387 1039">4. Within five business days of receipt of all necessary ICPC information, the Out-of-County Service Unit will make a secondary assignment to the ICPC unit, complete the ICPC 100A and send the complete packet to the receiving state. If the Out-of-County Services Unit does not receive all necessary information, the CSW will be notified. The CSW shall <b>provide</b> the Out-of-County Services Unit with the information within three business days of the request.</li> <li data-bbox="644 1071 1387 1354">5. No action to send the child out of state shall be taken until a signed ICPC-100A, Interstate Compact Placement Request, from the other state is received. The ICPC-100A will be sent from the receiving state's Interstate Compact Administrator to the DCFS Out-of-County Services Unit ICPC Liaison. The ICPC Liaison will forward it to the case-carrying worker.</li> <li data-bbox="644 1386 1387 1491">6. Prior to the placement of the child, <b>obtain</b> and <b>send</b> the child's certified birth certificate and Social Security card to the caregiver.</li> <li data-bbox="644 1522 1387 1627">7. <b>Telephone</b> the caregiver and <b>explain</b> that DCFS has payment responsibility, but the amount paid will be the receiving state's foster care or welfare rate.</li> <li data-bbox="644 1659 1387 1808">8. Upon the receipt of the ICPC-100A, <b>file</b> it in the Placement Information folder and <b>arrange</b> transportation for the child (and attendant, if necessary).</li> </ol>

WHO	HOW
CSW	<p data-bbox="640 226 1384 331">9. <b>Complete</b> Sections A and B of the DCFS 304, Reduced Fare Request, in quadruplicate. <b>Make sure</b> all appropriate fields are completed.</p> <p data-bbox="695 363 1356 506"><b>NOTE:</b> If a CSW, parent or relative is to accompany the child, the DCFS 304 must have RA approval. If a volunteer is to accompany the child, the DCFS 304 must have the ARA's approval.</p> <p data-bbox="695 541 1384 793">The determination of who should accompany the child is a casework decision based on the needs of the child. Unless there is a court order requiring that the child be accompanied by the CSW or it would not be in the child's best interests to travel with someone else, the child shall be accompanied by a volunteer.</p> <p data-bbox="645 829 1384 1081">10. If the child(ren) will be accompanied by a volunteer, <b>telephone</b> the Volunteer Coordinator at (213) 351-5757 to request a volunteer (most of the volunteers are retired CSWs who have experience with children). The volunteer information must be obtained prior to calling the Transportation Coordinator.</p> <p data-bbox="645 1117 1384 1291">11. Travel arrangements must be made through American Express Travel. The Regional Travel Coordinator shall <b>contact</b> American Express Travel at (800) 582-1956 and provide the following information:</p> <ul style="list-style-type: none"> <li data-bbox="707 1327 1083 1360">a) name of the Department;</li> <li data-bbox="707 1386 1318 1419">b) DCFS' Fund Organization Number, 26280;</li> <li data-bbox="707 1444 1285 1478">c) city, and date of departure and/or return;</li> <li data-bbox="707 1503 1186 1537">d) city and state of destination; and,</li> <li data-bbox="707 1562 1339 1642">e) names of all travelers, ages of child(ren) and whether they are one-way or round-trip.</li> </ul> <p data-bbox="764 1675 1364 1747">If CSW is accompanying the child, the CSW's employee number must be provided.</p> <p data-bbox="712 1774 1364 1808">At the time the flight is booked, American Express</p>

WHO	HOW
CSW	<p data-bbox="707 210 1394 367">Travel will fax the "ticketless" itinerary to the Travel Coordinator. If a ticket/voucher is to be picked-up, DCFS Finance will telephone the Coordinator when it is available for pick-up at:</p> <p data-bbox="763 388 1212 546">DCFS Transportation Coordinator Finance Division 425 Shatto Place, Room 204 Los Angeles, California 90020</p> <ol style="list-style-type: none"> <li data-bbox="652 567 1377 640">12. Upon the completion of travel arrangements, <b>notify</b> appropriate person(s) of the itinerary.</li> <li data-bbox="652 661 1377 1018">13. <b>Fax</b> the following documents to the DCFS Transportation Coordinator at (213) 427-6130: <ol style="list-style-type: none"> <li data-bbox="707 766 1063 808">a) The signed DCFS 304;</li> <li data-bbox="707 829 1113 871">b) a copy of the itinerary; and</li> <li data-bbox="707 892 1377 1018">c) a copy of the court order authorizing the child and/or CSW/Attendant/Volunteer to travel and ordering DCFS to pay for transportation.</li> </ol> <p data-bbox="763 1039 1394 1228"><b>NOTE:</b> The person picking up the tickets needs to bring the original signed DCFS 304, his/her employee identification, and a copy of the court order authorizing travel. <b><u>DCFS Finance will not release tickets without these documents.</u></b></p> </li> <li data-bbox="652 1249 1394 1543">14. When transportation has been scheduled for an unaccompanied child, immediately <b>notify</b> the person meeting the child of the type of transportation (name of airline, including flight number, bus company, etc.), and the date and time of departure and arrival. <b>Document</b> in the Contact Notebook that this information has been given to the person meeting the child.</li> <li data-bbox="652 1564 1377 1753">15. <b>Notify</b> the OCS Unit of the completed placement by means of the original and two copies of the ICPC-100B, Interstate Compact Report on Child's Placement Status. <b>Retain</b> one copy in the Service Folder.</li> <li data-bbox="652 1774 1377 1816">16. A Youakim determination shall be made on all out-</li> </ol>



WHO	HOW
CSW	<p>of-state relative placements. <b>Refer</b> the case to the Revenue Enhancement TA/EW via DCFS 280 for this determination.</p> <p>If the FC EW determines that the child is Youakim-ineligible or the relative has selected welfare, the FC EW will refer the case to DPSS Metro Family office for CalWORKs payments.</p>
	<p>17. After placement:</p> <ul style="list-style-type: none"> <li>a) <b>Remain</b> responsible for all aspects of the case planning and implementation. <b>Court jurisdiction cannot be terminated without approval of the receiving state.</b></li> <li>b) No less than quarterly, <b>obtain</b> reports from the other state's agency on the progress of the child(ren) in placement. <b>File</b> the reports in the Placement Information folder.</li> </ul> <p>If a written report is not received, <b>telephone</b> the social worker in the other state to obtain a verbal report and request a written report. <b>Document</b> the information received in the Contact Notebook.</p> <p>If the receiving state is uncooperative with this requirement, contact the Out-of-County Services ICPC Coordinator, (213) 639-4498.</p> <ul style="list-style-type: none"> <li>c) <b>Report</b> to the court on the progress of the case as appropriate.</li> </ul> <p><b>Reminder:</b> All children placed in an out-of-state foster home or the out-of-state home of a relative shall have a face-to-face visit by the CSW or a social worker in the state in which the child has been placed. This visit must be at least every 12 months and a report must be submitted to the court on each visit.</p> <p>18. <b>Report</b> all changes in placement or legal status to the Interstate Compact Coordinator on the ICPC 100. <b>Make</b> two copies and <b>send</b> the original and one copy to the Interstate Compact Coordinator. <b>Retain</b> one</p>

WHO	HOW
CSW	copy in the Service Folder.
	19. If jurisdiction is terminated, <b>send</b> a copy of the minute order and a completed ICPC 100B to the OCS Unit to close the case.

**B. WHEN: A CHILD IS TO BE PLACED IN AN OUT-OF-STATE GROUP HOME**

WHO	HOW
CSW	<ol style="list-style-type: none"> <li>1. <b>Document</b> in the Case Plan/Case Plan Update: <ol style="list-style-type: none"> <li>a) The alternatives to out-of-state group home placement that were considered and the reasons why they were rejected or did not meet the best interests of the child (describe the specific circumstance that led to the proposed placement);</li> <li>b) reasonable efforts/services provided prior to the placement of the child in foster care/group home care or to make it possible for the child to return home (identify the resources by name, the services provided and the duration of the services. List family members, immediate or extended, who were contacted and indicate the reasons why the placement was not appropriate. Document how the providers came together to look at the child's needs and strengths and the strategies they developed for the child and family.);</li> <li>c) services provided to prevent an out-of-home placement (identify the resources by name, the service provided, and the duration of the services.);</li> <li>d) current location of the child, date placed and anticipated length of stay;</li> <li>e) situation and location of parents/siblings (to what extent has the family and extended family been involved in this out-of-state group home recommendation);</li> </ol> </li> </ol>

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**WHO**

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**HOW**

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CSW

- f) descriptions of out-of-state placement resource or type of placement resource being sought (list previous out-of-home placements, including dates of placements and the reason the child was discharged. Discuss how the placements failed the child. Based on the child's assessment, describe the group home program being sought. Be specific on how the program will meet the individual and unique needs of this child);
  - g) the child's attitude toward the placement (include how you informed the child of how you arrived at your decision and how you informed the child of his/her placement resources and of the proposed placement);
  - h) parent's/caregiver's attitude toward the placement (include how the parents/caregiver were informed of how you arrived at your placement decision and how they were informed of all placement resources, including their reaction);
2. **Complete** a Interstate Compact on the Placement of Children Financial/Medical Plan document. If "User Supplied" information has already been included in the Case Plan/Case Plan Update, **note** this on the document.
  3. **Contact** the DCFS Multidisciplinary Team (MDT) Liaison at (213) 639-4111 for consultation regarding the out-of-state group home placement (the DCFS MDT Liaison has Countywide CWS/CMS read ability, therefore; this consultation may include a review of the on-line case.)
  4. Upon notification from the MDT Liaison, **attend** the scheduled MDT meeting.

**NOTE:** The court shall not order the placement of a child in an out-of-state group home prior to the receiving state's approval and the receipt of the MDT written assessment and placement recommendation and unless the court finds, in its order of placement, that:

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**WHO**

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**HOW**

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**CSW**

- a) The out-of-state group home is licensed or certified for the placement of children by an agency of the state in which the minor will be placed; and,
- b) the out-of-state group home is certified by CDSS to California licensing standards and is specifically authorized by the California Compact Administrator to receive public funds (Family Code, Section 7911.1).

If the court orders a child placed in an out-of-state group home bypassing these ICPC requirement, contact County Counsel regarding a need for a 7-day stay and a filing of an adverse decision.

The court shall review the placement at least every six months.

- 5. **Complete** Section I, II and III of the ICPC 100A.
- 6. **File** one copy of the ICPC 100A in the Placement Information folder.
- 7. **Forward** the items specified below to:

Out-of-County Services (OCS) Unit  
3075 Wilshire Blvd., 6<sup>th</sup> Floor  
Los Angeles, California 90010

- a) four copies of the ICPC 100A;
- b) three copies of the **signed** court order;
- c) three copies of the Case Plan/Case Plan Update;
- d) three copies of a summary of significant information on the child;
- e) Three copies of the Multidisciplinary Team placement recommendation;
- f) three copies of the ICPC Financial/Medical Plan;
- g) Three copies of the copy of the FC 3; and
- h) a copy of the child's Social Security card or a hard-copy of the child's Client Notebook>ID

WHO	HOW
	page, which must contain the child's SSN.
CSW	<p>8. Upon receipt of the approved ICPC 100A from the OCS Unit, <b>arrange</b> for the physical placement of the child.</p> <p>9. Upon placement, <b>complete</b> four copies of the ICPC 100B.</p> <p>10. <b>Forward</b> three copies of the ICPC 100B to the OCS Unit.</p> <p><b>Reminder: All children placed in out-of-state group homes must be visited at least monthly by a DCFS CSW.</b></p> <p>11. If the child is to be replaced in another out-of-state group home, <b>follow</b> the same procedures as an initial out-of-state group home placement.</p>

#### C. WHEN: THERE IS A PRIORITY PLACEMENT OF A CHILD FROM ONE STATE INTO ANOTHER STATE

Priority placement may be given by the sending court in order to meet the special needs of a child. The court must send the order to DCFS within two business days of the finding. The finding of priority placement must be reflected in the court order and sent to the receiving state immediately. The court order finding ICPC priority placement shall not be valid unless it contains a finding that one or more of the following circumstances applies:

The proposed caregiver is a relative, **and**

1. the child is under two years old; or
2. the child is in an emergency shelter; or
3. the court finds that the child has spent a substantial amount of time in the home of the proposed caregiver.

WHO	HOW
CSW	1. Within three business days of the receipt of the court order, <b>send</b> the court order, a completed ICPC 100A, ICPC 101 and all supporting documents outlined in A.

WHO	HOW
	3. above to the OCS Unit.
OCS Unit	1. Within a time not to exceed two business days after receipt of the ICPC priority placement request, <b>send, by overnight mail</b> , the priority request and the accompanying documentation to the receiving state compact Administrator together with a notice that the request for placement is entitled to priority processing.

#### **D. WHEN: ANOTHER STATE'S CHILD IS PLACED IN LOS ANGELES COUNTY THROUGH ICPC**

Requests from other states must be routed through the DCFS OCS Unit for home study evaluations. If approved, the OCS Unit will forward the case to the regional office (based on the location of the child's approved placement) to provide supervision. Both the Out-of-County Services Unit and the CSW providing the supervision will have secondary assignment on the case.

WHO	HOW
CSW	<ol style="list-style-type: none"> <li>1. <b>Provide</b> the same child welfare services, which are, provided to DCFS children.</li> <li>2. <b>Provide</b> the other state with a quarterly CS-ICPCPR, ICPC Progress Report of the child(ren) in placement. If the report is given verbally, document the information given in the Contact Notebook.</li> </ol>

Prepared by: Carrol Blankenship

ICPCPG C

TO: Missouri ICPC Unit

Child's Name \_\_\_\_\_

Child's Date of Birth \_\_\_\_\_

The Los Angeles County Department of Children and Family Services is considering placement of the above-named child with

\_\_\_\_\_  
(name of proposed caregiver)

In accordance with the Interstate Compact on the Placement of Children, which is the same law in both California and Missouri, we hereby agree to the following conditions:

- (a) The child shall not be sent or brought to Missouri until such time as our office has received written approval from the Missouri ICPC office giving permission for placement to occur, **AND**
- (b) Our office has advised the court who has jurisdiction over the child that **THE COURT MUST RETAIN JURISDICTION** of the child during the time the child is in Missouri until one of the following events occurs:
  - (1) the child is adopted; or
  - (2) the child reaches age of majority; or
  - (3) the child becomes self-supporting; or
  - (4) the Missouri ICPC office gives written approval for the discharge of court jurisdiction over the child.

It is expressly agreed that failure to comply with either (a) or (b) above will result in the child being returned to the state of California at California's expense.

\_\_\_\_\_  
CSW Signature\_\_\_\_\_  
Date\_\_\_\_\_  
SCSW Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Director Signature\_\_\_\_\_  
Date\_\_\_\_\_  
ICPC Liaison Signature\_\_\_\_\_  
Date

**HOME ASSESSMENT FOR DCFS CERTIFIED LICENSE PENDING**

DCFS certification of a home pending issuance of a Foster Family Home (FFH) license by SDSS Community Care Licensing (CCL) pursuant to section 361.2(e) of the Welfare and Institutions Code requires documentation that the home is suitable and lacks any deficiencies which would threaten the physical health, mental health, safety, or welfare of the child. **A home which does not meet the minimum standards in Part III of this form cannot be certified.**

**I. HOME/CHILD IDENTIFICATION - Provide information requested below.**

FFH Applicant(s) Name(s) (Last, First, Middle Initial)	Home Phone Number ( )
FFH Applicant(s) Address (House/Apartment Number, Street, City, ZIP Code)	Work Phone Number ( )
Specified Child's Name (Last, First, Middle Initial)	Date of Birth / /
Case Name (Last, First, Middle Initial)	Case Number 19 -

**II. FAMILY MEMBERS AND OTHERS LIVING OR WORKING IN THIS HOME**

Complete for **all** children and adults living or working in the home. **REMEMBER - HOUSEHOLD MAY NOT EXCEED A TOTAL OF SIX CHILDREN, INCLUDING PLACED CHILDREN, WITH NO MORE THAN TWO CHILDREN WHO ARE LESS THAN TWO YEARS OLD.** Complete DOJ Child Abuse Index (CAI) and Criminal Identification Investigation (CII) clearances for everyone 18 years old and older, as well as, any minors suspected of having committed a crime. Complete Juvenile Automated Index (JAI) clearance for all minors 11 years old and older. JAI clearance requires the name of the minor's mother. If minor is 11 years old and older and the FFH Applicant is not his/her mother, record the minor's mother's name also.

Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			
Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			
Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			
Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			
Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			
Name (Last, First, Middle Initial)	Date of Birth	Social Security Number	Relationship to Applicant(s)
<input type="checkbox"/> DOJ CAI clearance completed <input type="checkbox"/> CII clearance completed <input type="checkbox"/> JAI clearance completed			

If additional space is needed, attach additional page(s) and check this box: ☐ See Attached



### III. HOME ASSESSMENT

Complete the following checklist, which reflects the minimum standards for DCFS certification of a home pending issuance of a FFH license by CCL. The CSW shall visit the prospective FFH and complete the checklist to verify that the home is suitable and lacks any deficiencies which would threaten the physical health, mental health, safety, or welfare of the child.

If corrective action(s) is necessary, the corrective action(s) must be completed and verified before the home can be certified by the CSW. This will require an additional visit(s) to the home.  
**REMEMBER** - A home which does not meet the minimum standards cannot be certified.

- |   |  |
|---|--|
| 1. Has anyone living or working in the home or providing care to the child(ren) been convicted of any crime?  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, the home cannot be certified.<br>Action to be taken: _____ |
| 2. If the child(ren) is under age 6 or disabled, is there a five foot fence around any body of water [swimming pool, fish pond, spa, etc.]. [The child(ren) must not be able to enter the body of water by himself/herself.]  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If no, action to be taken: _____<br>_____<br>_____                 |
| 3. If the child(ren) is under age 6, is there a fenced play yard?   | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If no, action to be taken: _____<br>_____                          |
| 4. Do children have access to medicines, disinfectants, cleaning solutions or poisons? [Storage under sink is not acceptable. Medicines must be kept in locked storage cabinet.]  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____<br>_____                |
| 5. Are there unlocked weapons in the home? [Firearms and other dangerous weapons must be locked. Ammunition must be stored and locked separately from firearms.]  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____<br>_____                |
| 6. Does the home have unsafe stairs or hazardous electrical appliances? [Stairs must have gated access if there are children under age 2 in the home.]  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____                         |
| 7. Are extension cords and other types of equipment being used in such a manner as to be a fire or safety hazard?   | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____                         |
| 8. Is an unvented gas heater used in the home?  | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____                         |
| 9. Will more than two children share the same bedroom? [No more than two individuals to a bedroom, applies to entire household. Children of the opposite sex who are over the age of 5 may not share the same bedroom. Except for infants under 2 years, children shall not share a bedroom with an adult.] | Check one: <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, action to be taken: _____<br>_____<br>_____<br>_____       |

If additional space is needed, attach additional page(s) and check this box: ☐ See Attached

10. Will the child be expected to share a bed and closet space with someone else? [The child must have his/her own bed, in good condition. Two level bunk bed OK if top bunk has a rail. Child in top bunk must be at least 5 years old. Closet space can be shared if there is adequate storage space for both individuals.]

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

11. Is the bedroom located in a hallway, passageway, unfinished attic, basement, or detached building? [The bedroom cannot be a passageway to another room and no member of the household can be displaced to make room for a child(ren).]

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

12. Is the bedroom used for any other purpose? [The bedroom cannot be used as a multi-purpose room. The child(ren) have a right to privacy.]

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

13. Is there an accumulation of combustible material in or near the house?

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

14. Does the house have any other apparent fire, health, or safety hazards which could affect the child's safety? [Smoke detectors in the hallway outside bedrooms are required. The home must be clean, safe and in good repair. Fireplaces must be screened.]

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

15. Is the home being certified for a developmentally disabled, physically handicapped, mentally disordered or special health care need child? [Fire clearance is required for a non-ambulatory child and a home may not care for more than two special health care need children.]

Check one: ☐ No ☐ Yes If yes, action to be taken: \_\_\_\_\_

16. If child is under age 4 or 40 pounds, is there a car seat which meets applicable federal motor vehicle-safety standard? [Check label on package/seat to verify.]

Check one: ☐ No ☐ Yes If no, action to be taken: \_\_\_\_\_

17. Does the family appear to have sufficient financial resources to meet their needs?

Check one: ☐ No ☐ Yes If no, action to be taken: \_\_\_\_\_

18. Is there a working telephone in the home? (There must be a working telephone in the home.)

Check one: ☐ No ☐ Yes If no, action to be taken: \_\_\_\_\_

If additional space is needed, attach additional page(s) and check this box: ☐ Attachment(s)

I/we agree to comply with SDSS CCL requirements necessary to obtain a Foster Family Home license.

FFH APPLICANT'S SIGNATURE

DATE

FFH APPLICANT'S SIGNATURE

DATE

The FFH applicant(s) noted above, any adults living or working in their home and/or others providing care to the minor and the home itself meet the minimum standards for DCFS certification pending issuance of a FFH license by SDSS CCL.

CSWS SIGNATURE

PHONE NUMBER DATE

SCSW'S SIGNATURE

PHONE NUMBER DATE

Original: FFH Applicant

c: DCFS Placement Information Folder (Light Blue), left side

**INTERSTATE COMPACT ON PLACEMENT OF CHILDREN (ICPC)  
FACT SHEET**

FROM: \_\_\_\_\_, CSW \_\_\_\_\_  
\_\_\_\_\_  
CSW Signature \_\_\_\_\_ DATE \_\_\_\_\_  
\_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_

**1. IDENTIFYING INFORMATION**

A. Name of child \_\_\_\_\_  
B. Sex \_\_\_\_\_ C. Date of Birth \_\_\_\_\_  
D. Ethnicity \_\_\_\_\_ E. Social Security # \_\_\_\_\_  
F. Mother's Name \_\_\_\_\_  
G. Father's Name \_\_\_\_\_

**2. PLACEMENT INFORMATION**

Type of placement planned for child in receiving State  
(check one):

<input type="checkbox"/> Adoptive Home	<input type="checkbox"/> Foster Home
<input type="checkbox"/> Parent	<input type="checkbox"/> Small Family Home
<input type="checkbox"/> Relative	<input type="checkbox"/> Group Home

Specify Relationship: \_\_\_\_\_

Proposed Placement:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_

**3. LEGAL STATUS OF CHILD**

<input type="checkbox"/> Dependent of Los Angeles Juvenile Court	<input type="checkbox"/> Relinquished
<input type="checkbox"/> Under Legal Guardianship	<input type="checkbox"/> Unaccompanied Refugee Minor
<input type="checkbox"/> In Custody of Parent (s)	<input type="checkbox"/> Other (specify)

4.

A.

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**B.**

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**5.**

[illegible]

6. **FINANCIAL PLAN** Required

Description of how child's shelter, food, clothing and related maintenance needs will be met in the receiving State.

- ☐ Sending agency (Los Angeles County DCFS) will pay receiving agency foster care rates. Include appropriate rate in your response.
- ☐ Person(s) with whom child is to be placed has agreed to meet financial needs of the child. If at any time, they are unable to meet these needs, Los Angeles County will initiate AFDC-FC or AFDC-FG payments.
- ☐ Child's parent(s) is to apply for AFDC-FG on behalf of the child in your State. If this is unacceptable, please indicate in your response and we will pay AFDC in your State.
- ☐ Other (specify) \_\_\_\_\_

7. **MEDICAL PLAN** Required

(How child's medical coverage needs will be met in receiving State). Check Title IV-E Eligibility status and appropriate response.

Child is Title IV-E eligible (Federal AFDC-FC, Federal Adoptions, or AAP) ☐ Yes ☐ No

- ☐ Medi-cal coverage is available
- ☐ Los Angeles County funds will be provided to cover medical cost.  
Prior approval required.
- ☐ Medical coverage will be provided by person(s) with whom child will be living. If at any time this plan changes, Los Angeles County will provide Medi-cal.
- ☐ Other (specify) \_\_\_\_\_

Los Angeles County is ultimately financially and medically responsible for the support of minor and minor's return to California if placement fails.

8. **EDUCATION PLAN** Description of how child's educational need will be met in receiving State.

Educational costs are required by the States of Illinois, Indiana, Missouri, and Ohio. There is no statutory authority in California for the payment of out-of-state costs for educating children placed through ICPC.

- ☐ Child will attend public school funded by \_\_\_\_\_
- ☐ Child will attend on-grounds school at proposed placement facility funded by \_\_\_\_\_
- ☐ Cost will be reimbursed by \_\_\_\_\_ School District.
- ☐ Other (specify) \_\_\_\_\_

9. **LEGAL DOCUMENTS** A minute order and a court report are required.

The State of Missouri requires that the Minute Order includes a statement that the court will comply with ICPC procedures specified in the California Civil Code Section 285 and applicable statutes in the receiving State.

- ☐ Copy of the last court report is attached.
- ☐ Copy of the pre-adjudication social study report is attached.
- ☐ Copy of a Minute Order showing child(ren) under court jurisdiction attached.
- ☐ Copy of the Minute Order ordering placement in the receiving State is attached.

10. **CHILD'S SOCIAL HISTORY**

- ☐ A description of the child's physical, social, educational, psychological, and medical history is included in the attached court report.
- ☐ The attached court report does not include the child's social history. Enclosed find the child's social history.
- ☐ Child has ☐ Physical, ☐ Social, ☐ Educational, ☐ Emotional, ☐ Psychological and/or ☐ Medical needs. ☐ Supporting documents are included.

## CHILD SAFETY PRIOR TO PLACEMENT

### INTERSTATE COMPACTION ON THE PLACEMENT OF CHILDREN (ICPC)

This is to remind CSW staff to ensure that our policies, which are intended to ensure the safety of children, should be enforced when a child is to be placed out-of-state. If the ICPC Home Evaluation reports such things as improper storage of the caregiver's handgun or medication, our recommendation to the Court should be not to place a child in that home, even if the receiving state's recommendation is to place the child there. Everything in the text of the report must meet our child safety policy.

### VENETIAN BLIND CORDS

When a child is identified as a danger to self, every setting which maximizes the child's safety and well-being must be explored, assessed and implemented. CSWs must inform caregivers of seriously emotionally ill children of the suicide danger by the cords attached to Venetian blinds or other window treatments. Venetian blind cords should be either cut off or secured in a manner which renders them unusable for hanging or strangulation in a suicide attempt. CSWs must inspect a home for this and other physical structure safety prior to placement and ensure that the home is in compliance with policy.

**See Procedural Guide 0100-520.20, Relative Caregiver: Inspecting the Physical Structure of a Relative's Home for Health, Fire and Safety Hazards**

SAFETY FYI/F

CONTACT: Carrol Blankenship (213) 351-5732

APPROVED:



Beverly Muench, Deputy Director